

Town Meeting Coordinating Committee

Meeting of Monday, February 1, 2010

Bangs Community Center, Glass Room

Attendance: Peggy Roberts, Nonny Burack, Mary Streeter, Harry Brooks, Carol Gray, Rob Crowner;
absent: Dorwenda Bynum-Lewis

1. Call to order: Peggy calls the meeting to order at 4:38pm.

2. Minutes of previous meetings: Nonny moves, Mary seconds, and the committee votes 6-0 to approve the minutes of November 24, 2009 as amended. Mary moves, Harry seconds, and the committee votes 6-0 to approve the minutes of January 7, 2010 as amended.

3. Town committees: Mary states that discussion of town committees is on the agenda for tonight's Select Board meeting. Peggy will contact Aaron Hayden, TMCC's liaison from the Select Board, for an official list of committee vacancies and forward it to Mary for posting on the Town Meeting listserv. The committee concludes that it should not be considered abuse of the listserv to post such information, even though it is not directly related to a Town Meeting matter.

4. Electronic voting: Harry will bring some information and articles on electronic voting to the next meeting.

5. Winter projects: Peggy reports that Select Board member Alisa Brewer emailed a request that TMCC consider taking on responsibility for posting certain information on the town website, assisting overburdened town staff. In particular, she would like to see Town Meeting information available in multiple places. Mary states that she has already been meeting with IT director Kris Pacunas to discuss some of these issues and has been given permission to edit town committee pages, including the posting of minutes.

Mary states that the most recent Select Board packet contained the Town Meeting preparation checklist that TMCC uses to plan its schedule. Peggy will request that the TMCC email address be added to the distribution list for that document.

Carol will write up some documents such as "How to file a TM petition article" and "How to submit your nomination papers for Town Meeting" for posting on the TMCC resources page of the town website. Peggy suggests pulling out all of the old fliers from the TMCC binder to find out whether there is anything else that is relevant.

Carol suggests placing an easel in the foyer of Town Hall to post TMCC events, resources, and the ACTV replay schedule. It could be brought to the Middle School for Town Meeting sessions. Nonny suggests using the existing bulletin board as an alternative.

Carol proposes holding a social gathering for newly elected Town Meeting members (after the election), but it is noted that even the new member orientation is poorly attended. Mary suggests waiting to learn how many new members there will be before deciding how to welcome them. Carol advises not making calls to new members until the week before the first TMCC event; otherwise, people will lose track of the information.

6. Planning Spring calendar: Mary will use the ATM checklist to update the TMCC calendar she introduced last year and bring it to the next meeting. The committee reviews the checklist in order to begin scheduling its own events. The Warrant Review is scheduled for Tuesday, April 13 in the Town Room, which has already been reserved. Rooms had also been reserved for April 14 and April 21, but the

committee agrees to cancel these dates, instead scheduling an Information Forum for Thursday, April 22 at the ACTV studio if it is available so as not to compete with other scheduled meetings. Harry will look into securing an overflow parking site in order to hold the forum at ACTV.

Carol proposes a forum topic of affordable housing, linked to this Spring's Town Meeting by the zoning article proposed to replace phased growth, which cuts across many parts of town government. Peggy notes that the committee had discussed doing town finances and budget this Spring. There will be plenty of information about the budget coming from the Finance Committee, but TMCC needs to focus on helping TM members understand the work of TM. Carol suggests soliciting questions about the budget from the TM listserv and other sources, collating them, and then delivering them to the Finance Committee to answer in a panel format with a few knowledgeable guests. Rob suggests looking at the financial picture through the lens of the Department of Public Works, since there are pieces of it scattered throughout the budget. Harry suggests presenting two forums: one on the budget, and one additional one. The committee agrees to schedule a second forum for Thursday, April 8.

7. Scheduling of meetings: The committee schedules meetings for the following Monday afternoons: February 8, February 22, March 8, and March 22.

8. Adjournment: The meeting is adjourned at 6:28pm.

Respectfully submitted,
Rob Crowner
Approved Feb. 8, 2010

Documents distributed at the meeting:

1. agenda
2. draft minutes of November 24, 2009 and January 7, 2010
3. document labeled "TMCC PROJECTS", dated 8/21/09
4. 2010 Annual Town Meeting checklist from Town Manager's office, dated 1/7/10
5. blank calendar pages
6. copy of TMCC procedure for contacting new members after town election, dated 4/22/07